

ASPIRA, Inc. OF NEW JERSEY

EXECUTIVE OFFICE • 390 BROAD STREET, NEWARK, NEW JERSEY 07104 • 201-484-7554



BUILDING ON
TWO DECADES
OF SERVICE

MARGARET ROSARIO-RIVERA
CHAIRPERSON

HILDA ROSARIO
EXECUTIVE DIRECTOR

BOARD OF DIRECTORS

CARLOS J. ALMA

DENNIS ALVARADO

GENE CALDERON

ELVIN J. CRESPO, ESQ.

AGUSTIN CRUZ

SAMUEL A. DELGADO

LOUISE T. LESTER, ESQ.

MARTIN MARTINEZ, JR., ESQ.

ELSA NUNEZ-WORMACK, Ph.D.

WALTER A. OLIVERAS, ESQ.

RICHARD RAMIREZ

EVELYN SEDA LEQUERICA, M.D.

DELIA SOSA

NOEMI VELAZQUEZ

ASPIRA ENDOWMENT FOUNDATION

Board Meeting
January 2, 1992

Attendance

Elvin Crespo

Gene Calderon

Agustin Cruz

Sam Delgado

Richard Ramirez

Margaret Rosario-Rivera

Evelyn Seda Lequerica

Delia Sosa

Elsa Nunez-Wormack

Absent

Carlos J. Alma

Dennis Alvarado

Walter Oliveras

Noemi Velazquez

Louise Lester

Staff: Hilda Rosario, ASPIRA Executive Director

The Meeting was called to order at 7:15 p.m.

1. Building Management Options

Margaret Rosario-Rivera reviewed the alternatives available to the Board.

- a. Hire a Building Management Company.
- b. Hire Staff.

Richard Ramirez asked regarding how the costs would be covered. Margie explained that this decision depends on the percentage of time spent on building management and/or other responsibilities.

Elsa Nunez-Wormack wants a configuration regarding costs and responsibilities. Elsa Nunez-Wormack asked that Hilda Rosario prepare the following:

- a. Job Description for alternatives:
 - 50% Development
 - 50% Building Management
- b. Indicate levels.

The role of the building and the functions related to development should be incorporated into the position developed.

Sam Delgado agrees with Elsa Nunez-Wormack that a person can learn the building management role. It should be a Coordinator's level position and someone who can learn would be adequate.

2. Leases

White Long Association has signed their Lease.

Alan Lowenstein will assist with the Covenant House Lease.

3. Application for 501 (c) (3)

Elsa suggested Roger Masch is very good. We should consider paying him for the work involved with the Endowment Foundation.

Prudential has awarded a grant for \$30,000 towards the Capital Campaign.

Richard Ramirez asked if the Endowment Foundation had by-laws. He was informed that they do exist and that these would be made available as soon as this is possible.

Elsa Moved to end the meeting.

Gene seconded.

Meeting adjourned at 7:35 p.m.